10. 241	REPLACES FORM 36-8 WHICH MAY BE USED.		(47)
OM NO.	BUILDING	EXTENSION	_
ROM:	,		
ROOM_NO. 7E3:	1 BUILDING HQS		
	Protocol Branch		
TO:			

15 OCT 1984

1. The Deputy Director forAdministration has approved aw of the Certificate of Distinction to	Executive Secretary, Honor and Merit Awards B SUBJECT: Certificate of Distinction — 1. The Deputy Director for Administration has approved aw of the Certificate of Distinction to		MEMORANDUM FOR	R: Director of Data Processing	
I. The Deputy Director for Administration has approved aw of the Certificate of Distinction to in nition of her exceptional achievements for the Agency. Please inform her of the award, of the security provisions governing as set forth in the attached memorandum from the Security Advi Honor and Merit Awards Board, and advise her that the Protocol Branch, Office of Personnel, will contact her to arrange presentation of the award. 2. We are committed to present awards as soon as possible after their approval. When you have contacted the awardee, please as a member of your staff to mail the attached "Return Copy"	I. The Deputy Director forAdministration has approved aw of the Certificate of Distinction to in nition of her exceptional achievements for the Agency. Please inform her of the award, of the security provisions governing as set forth in the attached memorandum from the Security Advi Honor and Merit Awards Board, and advise her that the Protocol Branch, Office of Personnel, will contact her to arrange prese tation of the award. 2. We are committed to present awards as soon as possible after their approval. When you have contacted the awardee, please a member of your staff to mail the attached "Return Copy" this memorandum to the Protocol Branch, indicating the date of notification and a telephone number on which the awardee can be		VIA:	Deputy Director for Administration	
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